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FINE ARTS COMMISSION

AGENDA

14 January 1985 - 1100 hours

Room 7D32 Hqs.

1. Call to Order by Chairman.
2. Review of December Minutes.
3. Committee Reports

a. Exhibits

1. Iranian Poster Exhibit -

2. Craft Show -

b. Exterior

1. Proposed planting in lawn opposite the front entrance

4. Old Business

- a. Update on contract with color consultant -

- b. Followup on OSO/SAD request for use of non-standard colors -

- c. Upgrading display panels and cases in exhibit hall. -

5. New Business

- a. "Moving Message" signs in Cafeterias

- b. Signs and pictures installed in corridors by individual offices -

- c. "Gro-lites" in ceiling fixtures in J corridor -

- d. Sign request from Office of Communications for their new Operations Center -

6. Next Meeting - 11 February 1985.

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MINUTES

OF THE 10 DECEMBER 1984

MEETING OF THE FINE ARTS COMMISSION

The meeting was called to order at 1100 hours in Room 7D32 Headquarters. Present were:

Members:

Consultant:

Others:

2. [] introduced [] who will replace [] on the FAC.

3. The minutes of the November meeting were approved as presented.

4. Committee Reports

a. Exhibits

January - Wood Sculpture by []

[] reported on a meeting with [] who did the modern art work appearing on the walls in the corridor at the Northeast entrance. She is now a wood sculptor; photographs of some of her wood sculpture were shown to the members. All agreed that they would make an interesting show, and [] will make the necessary arrangements with [] agreed to assist with the posters, etc. The show will run through January.

[] had asked to have her telephone number on the posters. [] agreed that her telephone number should

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be displayed somewhere in the show, but not on the posters.

25X1 [] suggested that we display some biographic
25X1 information on the artist. It was decided that []
25X1 phone number could be included with the bio information. []

February - Black History Month plus American Originals

25X1 The Black History Month exhibit, on the subject of Mary
McLeod Bethune and President Roosevelt, is already scheduled
for February. It will not be a very large show, though sure to
be of interest; and from the materials provided by EEO, quite
professional in presentation. The show of early 19th Century
25X1 American prints, being arranged for by [] is also
a small show, nine frames with a number of prints in each
frame. After some discussion, it was determined that the
American Originals show could be displayed along with the Black
History Month Exhibit in February. There will be two posters;
one for Black History and one for the prints. The subjects are
not incompatible, and the two shows should be mutually
enhancing. It was agreed that EEO should be advised of this
25X1 decision, however, and [] will call the Director of
EEO.

March - Employee Photography Exhibit

25X1 [] will be in charge of the Employee Photography
25X1 Exhibit planned for March. [] said that we will have
notices 3 or 4 weeks before the exhibit; she will be working on
it shortly.

June - Hot Air Ballooning Exhibit

25X1 [] reported that she and [] will be assisting
25X1 [] in getting this colorful and exciting exhibit
25X1 together. There will be about 110 pieces. [] has
signed the requisite contract agreement which was adopted last
year to ensure that exhibitors understand clearly what their
entitlements and responsibilities are, and we have agreed that
she may retain ten of the photo enlargements after the show.
Six others are to be given to the person from whom we are
borrowing some ballooning posters and additional photos. (If
other pictures are left over after offices have made their
requests for items for office display, they may also go to
25X1 []) There was also a brief but inconclusive
discussion of the mechanics of distributing photos to
interested offices at the end of the show.

Other Possible Exhibits

25X1 [] has spoken with [] about the possibility of
having a Far East exhibit for the month of May.

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The Iranian Poster Exhibit is planned sometime during the summer.

25X1 We have an opening in April and are considering the possibility of a Craft Show at that time. [] will call an individual who has a background in crafts to see if she will accept the responsibility for organizing a craft show.

5. Old Business

a. "Why Not Walk" Signs for Elevators

25X1 OMS has sent back the note on "Why Not Walk" signs to Mr. [] indicating their agreement. OMS does not plan any poster campaign of their own. The FAC expressed considerable doubt about mounting these signs, which would suggest that people walk instead of waiting for the elevator if they are going up only one floor or down only two. Some members wondered whether we may be setting a precedent which would lead to proliferation of signs in the elevator areas. They also noted that, although OMS did agree with the proposal, they did not suggest that there would be any real health benefit. After 25X1 some discussion concerning this matter, [] said he will advise the DDA of the FAC's views and urge him to forget the idea.

b. Color of Woodwork in OC Operations Center

25X1 [] reported that he had been asked by the Office of Communications for FAC approval to use a natural finish on the interior doors in the new operations center in the C corridor. He had inspected the project site and had concluded that a natural finish would be consistent with the rest of the design, and would not establish a precedent for other, less public, locations. He polled several FAC members by telephone and with their concurrence advised OC and OL that the FAC would support a natural finish for the doors.

c. Painting of Rest Rooms

25X1 [] met with the DDA concerning the painting of the metal stalls and doors in the rest rooms. Mr. 25X1 [] reported that he [] had inspected a number of restrooms where various colors had been tried, and none seemed to enhance the appearance. On behalf of male members, he recommended that we give up on trying to find a color or colors for the men's restrooms, and instead paint 25X1 them white. [] is trying to identify appropriate 25X1 pastel colors for the ladies' rooms. []

5. New Business

a. New Doormats at Entrances to Headquarters Building

25X1 New door mats have been installed by Allied Maintenance
25X1 Company at the Southwest and Northeast entrances. One is a
25X1 herringbone pattern, the other is more linear, and [redacted]
expressed a preference for the former. [redacted] questioned
the durability of the mats and [redacted] responded that they
will have a long-time life expectancy, although they will wear
out eventually. Discussion followed and it was decided that we
would proceed on the assumption that the herringbone is the
choice, but urge those who have not seen them to do so and if
25X1 there are any objections get back to [redacted] by close of
business 11 December 84. If he hears from no one by that
time, he will assume that the board approves the herringbone
pattern.

b. Color Consultant for Headquarters Building

25X1 [redacted] reported on a conversation he had had with Pat
25X1 [redacted] Chief of OSO/SAD, who is in the midst of a major
renovation of laboratory and office space on the ground floor
and who has asked for permission to use non-standard colors in
25X1 decorating the space. This had led to a meeting with [redacted]
25X1 [redacted] C/OL/HOME, [redacted] and [redacted] to
discuss a proposal to bring in a consultant to review the
standards which have governed the decor in Headquarters for the
25X1 past 20 years and more. [redacted] put forward
several concerns about introducing too many colors for use on
walls and floors, but the meeting concluded with agreement that
it would be helpful to bring in a consultant to review current
standards and practices.

After some discussion, the FAC endorsed the idea of having
a contractor review the current colors used in the building,
possibly leading to a new palette of colors for future use.

25X1 It is unlikely that the consultant's work will be finished
in time to be of assistance to OSO/SAD. [redacted] presented
the samples of colors and materials which had been proposed by
OSO/SAD and the question of a waiver of current standards was
discussed. It was agreed that the proposal showed care for the
office environment and that the colors, etc. were in good
taste, although some concern was expressed about the
light-reducing effects of the darker ceilings and carpets which
were suggested. In view of the decision to conduct a general
review of color in Headquarters Building, the FAC concluded
25X1 that it would not be advisable to introduce non-standard colors
at this time. [redacted] said he would talk to [redacted]

about other ways in which to introduce color into his office environment.

c. Instructions for Mounting Posters

25X1 [redacted] has sent to OL/P&PD a page of instructions regarding the proper ways to display posters on kiosks and entrance display units. He has asked that the instructions be given to customers when they pick up posters or notices to be posted in the building.

d. New Front Desk for Security

25X1 Security is looking for a design for a new guard desk at the main entrance to the Headquarters Building. [redacted] spoke with someone in security about this and it was confirmed that they are talking about it, and will submit the design to the FAC for approval.

7. The next meeting of the FAC will be held on Monday, 14 January 1985 at 1100 hours in Room 7D32.

8. The meeting was adjourned at 1215.

25X1

